

**325.330 Application and issuance of license to practice -- Renewal -- Reinstatement.**

- (1) An applicant for initial issuance of a license to practice shall:
  - (a) Satisfy all the requirements of KRS 325.261 and the administrative regulations promulgated by the board;
  - (b) Pay a fee not to exceed two hundred dollars (\$200); and
  - (c) Submit a completed application on a form issued by the board.
- (2) Licenses shall be initially issued and renewed for a period of two (2) years, and shall expire on the first day of July in the year of expiration.
- (3) When an initial license to practice is granted, the board shall issue a nonrenewable document that indicates that the licensee has satisfied all requirements to receive an initial license as a certified public accountant.
- (4) An applicant for renewal of a license to practice, in good standing, shall complete a license renewal form provided by the board showing the applicant has:
  - (a) Fulfilled the requirement of continuing professional education for professional enhancement as defined by the board by administrative regulation, but not to exceed eighty (80) hours during a two (2) year calendar period ending December 31 preceding the July 1 renewal date. Certified public accountants not employed by a firm licensed by the board shall be required to achieve continuing professional education not to exceed sixty (60) hours during the two (2) year calendar period ending December 31 preceding the July 1 renewal date. The board shall provide for lesser, prorated requirements for applicants whose initial permit was issued substantially less than two (2) years prior to the renewal date;
  - (b) Paid a fee not to exceed two hundred dollars (\$200) biennially;
  - (c) Listed a permanent mailing address; and
  - (d) Designated on the license renewal application whether he is employed by a firm licensed by the board.
- (5) Any license not renewed by the expiration date shall automatically expire and the holder of the expired license shall be prohibited from practicing public accounting or holding himself out as a certified public accountant.
- (6) The holder of a license that from the date of renewal has been expired for a period shorter than six (6) months, and who has not violated any other provision of this chapter, may renew the license by meeting all of the requirements of this section and paying a late penalty fee not to exceed one hundred dollars (\$100).
  - (a) If the license has expired for a period longer than six (6) months, the applicant shall apply to the board for reinstatement. The board shall determine the eligibility for license reissuance, including a late penalty fee not to exceed two hundred dollars (\$200) and additional continuing professional education hours.
  - (b) Failure to receive a renewal notice shall not constitute an adequate reason for failing to renew the license to practice in a timely manner.

- (7) The board may reduce or waive the license to practice renewal requirements upon written request of the licensee showing illness, extreme hardship, or age and complete retirement from practice as prescribed by the board by administrative regulation.

**Effective:** July 14, 2000

**History:** Amended 2000 Ky. Acts ch. 99, sec. 8, effective July 14, 2000. -- Amended 1990 Ky. Acts ch. 285, sec. 8, effective July 13, 1990. -- Amended 1984 Ky. Acts ch. 117, sec. 10, effective July 13, 1984. -- Amended 1982 Ky. Acts ch. 132, sec. 1, effective July 15, 1982. -- Amended 1976 Ky. Acts ch. 116, sec. 9. -- Amended 1960 Ky. Acts ch. 224, sec. 2, effective July 1, 1960. -- Amended 1950 Ky. Acts ch. 152, sec. 1. -- Created 1946 Ky. Acts ch. 210, sec. 8.